

SCOTTSDALE PUBLIC LIBRARY ADVISORY BOARD
MEETING MINUTES
Civic Center Library Board Room
April 19, 2006

Members Present: Camille Schmidt, Chair
Judy Lewis, Secretary
Paul Lison
Karen Quinn
Linda Tardie
Nancy Walker

Members Absent: Denise Dowers, Vice Chair

Others Present: Rita Hamilton, Library Director
Mary Johnson, Library Operations Manager
Carol Damaso, Public Services Manager
Kathy Coster, Manager for Innovation
Cheryl Thomsen, Library Administrative Coordinator
Mary Warner, Administrative Secretary (Minutes)
Craig Clifford, General Manager of Financial Services
Martha Ecton, Scottsdale Citizen

CALL TO ORDER

Ms. Schmidt called the meeting to order at 3:30 p.m.

APPROVAL OF MINUTES

Ms. Schmidt asked for a motion to approve the minutes of the March 15, 2006 meeting. Ms. Quinn so moved; Mrs. Lewis seconded, and the motion passed 6-0.

GUEST SPEAKER

Craig Clifford, General Manager of Financial Services, explained that he was visiting all Scottsdale Boards and Commissions to explain Proposition 402 which will appear on the May 16, 2006 Runoff/Special Election ballot. He said that passage of Prop 402 will provide a permanent adjustment to the expenditure base that was determined by the state Economic Estimates Commission in 1979. It will increase the state imposed expenditure limit by \$12 million. Passage of this ballot measure would not result in a tax increase but would allow the City to spend the revenue it already collects to maintain the level of services it now provides. It would not allow Scottsdale to spend more than it receives. The City will continue to maintain a balanced budget. Mr. Clifford answered questions from Board members, thanked them, and left the meeting.

LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))
Monthly Statistical Report – Cheryl Thomsen

Monthly Statistical Review

	<u>March 2005</u>	<u>March 2006</u>	<u>% Change</u>
Items Circulated	192,953	193,505	0 %
YTD Circulation	1,598,733	1,605,997	0 %
Attendance	132,742	124,148	-6.0 %
YTD Attendance	1,101,122	1,030,869	-6.0 %

The Gift & Memorial Trust Account received \$3,435.00 for the month; expenses were \$1,640.78. In the Library Book Sale Special Revenue Account, March income from sales was \$15,759.00 and expenditures were \$16,977.22.

In March 2006, volunteers donated 2,788 hours to the Library, and 41,524 customers used the Library's public computers.

Library Director's Report – Rita Hamilton

Ms. Hamilton shared with Board members a list of potential budget reductions that City Council would consider if Proposition 402 does not pass in the May 16 election. She said Council would not take any action until after the vote. Ms. Hamilton said that the Friends of the Library board want to help and will staff tables outside the libraries to talk to library customers and distribute literature. She thanked Board members who attended the Council budget committee meeting.

Ms. Hamilton reported that the library had just held their annual volunteer recognition event to acknowledge our many volunteers for their years of service at our libraries, including four who have given over 500 hours this year, and five with over 25 years of service overall. She said hundreds were also receiving the President's National Award for Volunteer Services.

Ms. Hamilton said that the library recently held the annual staff award presentations for the Hall of Fame and Oscar winners.

Ms. Hamilton thanked the Board members who attended the Friends of the Library's annual fundraiser, Authors & Appetizers Among Friends on April 7, and said over 150 attended. Prominent TV personality/author Hugh Downs discussed his newest book and television career, and mingled with the attendees and other prominent Arizona authors.

How'd We Do? Customer Feedback Report – Rita Hamilton

Board members commented on the positive comments in the report this month regarding customer service by library staff across the library system.

Ms. Schmidt, Library Board Chair and also a library volunteer for the past five years, mentioned that the Civic Center Book Corral did not appear to have the volume of used books for sale that it has in the past. Ms. Hamilton said Library Manager Kathy Coster will look into the situation.

Library Services Highlight: 50th Anniversary – the Library Then and Now - Rita Hamilton

Ms. Hamilton showed a PowerPoint presentation with visual highlights of the staff at work that was featured at the recent annual staff awards program, which celebrated the good year the library had experienced.

ITEMS REQUIRING BOARD ACTION

Expenditures

April 2006

Contract Instructors for Public Computer Classes	\$ 4,000
Lesson Plans for 2 new Classes	<u>400</u>

Total	\$ 4,400
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After discussion, Ms. Schmidt asked for a motion to approve the April 2006 proposed expenditures. Mrs. Walker so moved; Mr. Lison seconded, and the motion passed 6-0.

Loan Guidelines Policy – revised

Ms. Hamilton explained that this policy was being revised to reduce the total number of DVDs a customer can borrow at one time from 15 to 10. Ms. Schmidt called for a motion to approve the revision to the Loan Guidelines Policy. Ms. Quinn so moved; Mrs. Walker seconded, and the motion passed 6-0.

Fines & Fess Policy - revised

Ms. Hamilton explained that the Library has decided not to charge a customer for a replacement library card. The Fines & Fees Policy was revised to remove the \$2 fee for replacing a library card. Ms. Schmidt called for a motion to approve the revision to the Fines & Fees Policy. Mr. Lison so moved; Mrs. Lewis seconded, and the motion passed 6-0.

INFORMATIONAL ITEMS

Announcements/Issues for Future Discussion:

Ms. Quinn asked if it would be possible for the Library Board to hold some of its meetings at other Scottsdale library locations to become more familiar with those operations. Ms. Hamilton said she would see if another location would be available for the June meeting. The May meeting will remain at Civic Center Library.

Open Call to the Public (ARS38-431.02)

None.

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 4.32 p.m.

Respectfully submitted,

Mary Warner
Administrative Secretary